

California National Guard - Human Resources Office
Air Active Guard Reserve (AGR) Vacancy

***Amendment 29Sep08**

1 POSITION

Announcement Number: A8-083		Announcement Date: 29 SEP 08	Closing Date: 29 OCT 08
Position Title: Contract Specialist		Required AFSC: 6C0X1	Must be this grade at time of closeout: E5-E6
Duty Organization/Location: 144 FW Fresno, CA	Selecting Official: 144 FW MSG CC		PD Number: AFI 36-2101 & TF-80276000

Area of Consideration

NATIONWIDE. All applications will be accepted; however, first consideration will be given to Group A and/or Group B.

ASVAB Score G=70 or greater to qualify for retraining into this AFSC

Duties

*This position is located in an Air National Guard (ANG) Base Contracting Office. The incumbent is responsible for numerous contracting transactions such as assisting and participating in contract negotiation for supply and services acquisition, and construction to include facility modification, rehabilitation, new construction, and facility maintenance. Assists with the total range of contracting actions from acquisition planning, solicitation actions, contract award, contract administration and contract closeout procedures.

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Qualification Requirements

There are three qualification groups that an applicant is rated:

Group A: Applicants that possess the AFSC and Skill Level:

- Enlisted E4 and below must possess an awarded 3 or higher skill level in the advertised announcement.
- Enlisted E5 and above must possess an awarded 5 or higher skill level in the advertised announcement.
- Must have the rank(s) of the announcement.

Group B: Applicants that are current on board Air AGR that do not have the AFSC and/or Skill Level:

- Must be on board Air AGR of the California Air National Guard.
- Must have the ASVAB score to enter in the advertised AFSC.
- Must have the rank(s) of the announcement.

Group C: Applicants that do not have the AFSC and/or Skill Level and not employed as an Air AGR of the California Air National Guard:

- Must have the ASVAB score to enter advertised AFSC.
- Must have the rank(s) of the announcement.

Conditions of Employment

- Must be medically qualified under the provisions of AFI 48-123v2. An Induction physical must be conducted within 24 months prior to entry on AGR duty. An AF Form 422 must be completed if physical is more than 30 days old. HIV Test cannot be more than six (6) months old prior to the tour start date. Personnel Age 40 or older are required to have a Risk Index calculated, if it exceeds 10,000 a stress EKG is required. Retention Physicals (Every five years) and Flight Physicals are not valid physicals for accession into the AGR Program.
- Must meet height and weight standards of AFD 36-29 and cannot be on the Weight Management Program (this does not include the probationary period after the loss of weight).
- Must be eligible to acquire a minimum of 20 years of active duty prior to his/her mandatory separation date age 60 for enlisted members (exceptions may be considered by The Adjutant General).
- Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.
- Enlisted members must meet entry-level requirements outlined in AFI 36-2101.
- Individuals must not be eligible for, or receiving, an immediate Federal (military or civilian) annuity.

Instructions for Applying

Interested applicants must submit the following mandatory documents (packets received without these documents will not be considered. Other documents (EPR's/OPR's, Resume, etc., are optional.)

- **NGB Form 34-1** Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on this form.
- **Copy of most current Records Review RIP.** May be obtained from your Personnel Records at your unit. For Air Force/Air National Guard you can obtain your Records Review RIP from your Military Personnel Flight or go to <http://www.afpc.randolph.af.mil/vs> (Documents must show your **ASVAB scores and awarded AFSC's**)
- **Do not submit binders, folders, etc.**

COMPLETION OF APPLICATION:

Applicants must type or print in legible dark ink, SIGN AND DATE each application. Failure to sign and date these forms in **ORIGINAL SIGNATURE** will result in non-consideration. **Fax will not be accepted.**

Applications will only be accepted if they are **physically received** in the Human Resource Office by **1630 hours** on the closing date of the vacancy announcement. No exceptions will be made.

MAIL APPLICATIONS TO:

**California National Guard,
9800 Goethe Road
BOX 37 Attn: CARSD-J1-HR-Air AGR
Sacramento, Ca 95826-9101**

Remarks

Federal law prohibits the use of government postage for submission of applications.

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin.